



DEAN D. EFSTATHIOU, Acting Director

COUNTY OF LOS ANGELES

DEPARTMENT OF PUBLIC WORKS

"To Enrich Lives Through Effective and Caring Service"

900 SOUTH FREMONT AVENUE
ALHAMBRA, CALIFORNIA 91803-1331
Telephone: (626) 458-5100
<http://dpw.lacounty.gov>

ADDRESS ALL CORRESPONDENCE TO:
P.O. BOX 1460
ALHAMBRA, CALIFORNIA 91802-1460

November 12, 2008

IN REPLY PLEASE
REFER TO FILE: S-0

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

**AWARD AGREEMENTS
FOR AS-NEEDED SURVEYING SERVICES
FOR VARIOUS COUNTY PROJECTS
(ALL SUPERVISORIAL DISTRICTS)
(3 VOTES)**

SUBJECT

This action is to award and authorize the Acting Director of Public Works or his designee to execute agreements with RBF Consulting; Guida Surveying, Inc.; and Stantec Consulting, Inc., for as-needed surveying services for various County projects.

IT IS RECOMMENDED THAT YOUR BOARD:

1. Award and authorize the Acting Director of Public Works or his designee to execute agreements with RBF Consulting; Guida Surveying, Inc.; and Stantec Consulting, Inc., for as-needed surveying services for various County projects and establish the effective dates following Board approval. These three agreements will be for one year with two 1-year renewal options for an amount not to exceed an annual fee of \$400,000 each.
2. Authorize the Acting Director of Public Works or his designee to adjust the annual contract sum for each option year to allow for an annual cost-of-living adjustment in accordance with County policy and the terms of the contract.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The purpose of the recommended action is for your Board to authorize the Acting Director of Public Works or his designee to execute three consultant services agreements for as-needed surveying services and establish the effective dates following Board approval.

Implementation of Strategic Plan Goals

The Countywide Strategic Plan directs the provision of Service Excellence (Goal 1) and Organizational Effectiveness (Goal 3). The recommended actions will help meet these goals by increasing our capacity to handle peak workloads in a responsive manner.

FISCAL IMPACT/FINANCING

The contract period for these three agreements will be for one year with two 1-year renewal options for a total contract period of three years effective upon your Board's approval. The annual not-to-exceed amount for each agreement is \$400,000.

No impact on the County General Fund is expected from this action. Each survey request undertaken as a result of the awarding of these three contracts will be encumbered in appropriate funds such as, but not limited to, General, Flood, Road, Aviation, Waterworks, and Sewer in Fiscal Year 08-09 budget, and the future funding will be incorporated in the annual budget process. Funds will be encumbered at the time each survey request is undertaken. Total annual expenditures for this service, however, will not exceed the amount approved by the Board, and no service will be ordered without the funding authorization of Public Works' Financial Management Branch.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The contracts will be in the form previously reviewed and approved by County Counsel. The recommended contracts were solicited on an open competitive basis and are in accordance with applicable Federal, State, and County requirements. The contractor is in compliance with the Chief Executive Officer's and your Board's requirements.

The use of independent land surveying firms to provide topography, design surveys, and construction staking will allow Survey Division to meet design and construction demands. The current and anticipated workload will likely exceed the capacity of existing County resources, and these agreements would allow the flexibility for a more

efficient means of providing as-needed surveying services for scheduled projects while reducing procurement costs associated with individual contracts.

The agreement will contain terms and conditions supporting your Board's ordinances, policies, and programs, including but not limited to, County's Greater Avenues for Independence and General Relief Opportunities for Work Programs (GAIN and GROW), Board Policy No. 5.050; Contract Language to Assist in Placement of Displaced County Workers, Board Policy No. 5.110; Reporting of Improper Solicitations, Board Policy No. 5.060; Notice to Contract Employees of Newborn Abandonment Law (Safely Surrendered Baby Law), Board Policy No. 5.135; Contractor Employee Jury Service Program, Los Angeles County Code, Chapter 2.203; Notice to Employees Regarding the Federal Earned Income Credit (Federal Income Tax Law, Internal Revenue Service Notice 1015); Contractor Responsibility and Debarment, Los Angeles County Code, Chapter 2.202; the Los Angeles County's Child Support Compliance Program, Los Angeles County Code, Chapter 2.200, and the standard Board-directed clauses that provide for contract termination or renegotiation.

Community Business Enterprise participation data, required certification forms, and three-year contracting histories with the County are on file with Public Works for RBF Consulting; Guida Surveying, Inc., and Stantec Consulting, Inc.

These contracts will be for a period of one year. With your Board's delegated authority, the Acting Director of Public Works or his designee may renew these contracts for two 1-year renewal options, not to exceed a total contract period of three years.

The contracts will include a cost-of-living adjustment provision in accordance with your Board Policy, which was approved on January 29, 2002.

ENVIRONMENTAL DOCUMENTATION

In accordance with Section 15378(b)(4) of the California Environmental Quality Act (CEQA) Guidelines, approval of the recommended action does not constitute a project and, hence, is not subject to the requirements of CEQA.

CONTRACTING PROCESS

On March 17, 2008, Public Works issued requests for proposals to 28 firms for these services. Fifteen submitted proposals for review and evaluation. The proposals were evaluated by a panel of members from Public Works based on technical expertise,

The Honorable Board of Supervisors
November 12, 2008
Page 4

experience, personnel qualifications, and understanding of the work requirements. These evaluations were completed without regard to race, creed, color, or gender.

Based on the review and evaluation of the proposals, Public Works selected RBF Consulting; Guida Surveying, Inc.; and Stantec Consulting, Inc., as the best qualified firms to perform the required services.

As requested by your Board on February 3, 1998, these contract opportunities were listed on the County's Doing Business With Us website. A copy of the website posting is attached for your reference.

Public Works has evaluated and determined that the Living Wage Program (County Code Chapter 2.201) does not apply to the recommended agreements. These agreements are exempt from the requirements of Proposition A because the services are required on a part-time and intermittent basis.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Authorizing the contracts with RBF Consulting; Guida Surveying, Inc.; and Stantec Consulting, Inc., will allow Public Works to handle fluctuations in workload in a responsive and cost-efficient manner.

CONCLUSION

Please return one adopted copy of this letter to the Department of Public Works, Survey Division.

Respectfully submitted,



for DEAN D. EFSTATHIOU
Acting Director of Public Works

DDE:SGS:dc

Attachment

c: Chief Executive Office (Lari Sheehan)
County Counsel
Department of Public Social Services (GAIN and GROW Program)
Office of Affirmative Action Compliance

Award information has not been added at this time.

Bid Information

Bid Number : AED00S0308

Bid Title : REQUEST FOR PROPOSAL FOR AS-NEEDED SURVEY SERVICES

Bid Type : Service

Department : Public Works

Commodity : CONSULTING SERVICES - ANALYTICAL STUDIES AND SURVEYS

Open Date : 3/17/2008

Closing Date : 4/14/2008 5:00 PM

Notice of Intent to Award : [View Detail](#)

Bid Amount : \$ 0.00

Bid Download : Not Available

Bid Description : The Department of Public Works may require the following services: 1) Construction survey services and 2) Design survey services.

Construction survey services may include but are not limited to: road construction, upgrading existing drainage facilities, establishing new drainage facilities, staking sewer and water lines, and staking for clean-out of dams, debris basins and spreading grounds.

Design survey services may include but are not limited to: aerial photogrammetry, aerial photogrammetry ground control, preconstruction topography, hydrography, dam monitoring, project area scanning, and before and after construction topography for calculation of quantities.

If you are interested in participating, please contact Loydi Nguyen.

Contact Name : Loydi Nguyen

Contact Phone# : (626) 458-2180

Contact Email : lnguyen@dpw.lacounty.gov

Last Changed On : 3/17/2008 4:47:43 PM

[Back to Last Window](#)

[Back to Award Main](#)